

3 NOV

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Weekly Report for Period Ending 4 November 1983

FROM:

Harry E. Fitzwater
DDA
7D-18 Hqs.

EXTENSION

NO.

DDA 83-0054/44

DATE

4 November 1983

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/Communications
2. D/Data Processing
2D-00 Hqs.3. D/Finance
1212 Key4. D/Information Services
1206 Ames5. D/Logistics
6. D/Medical Services
1D-4054 Hqs.7. D/Personnel
5E-58 Hqs.8. D/Security
4E-60 Hqs.9. D/Training & Education
1026 C of C10. SSA/DDA
7D-10 Hqs.11. C/CMS/DDA
7C-18 Hqs.12. EEO/DDA
6E-2915 Hqs.13. C/Safety Staff
14. Management Staff/DDA
7D-10 Hqs.15. OLL
7D-02 Hqs.

S E C R E T

DDA 83-0054/44

4 November 1983

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 4 November 1983

1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

25X1 a. Fire drills were conducted at [] Plaza A and B,
 25X1 [] Chamber of Commerce, South, Central, Ames, Key,
 25X1 and Headquarters buildings. The only major deficiency observed
 was the lack of an audible alarm [] The Office *huh?*
 of Logistics and the Safety Staff are working to correct this
 condition.

b. On 2 November representatives from the Office of
 Personnel and the Office of Legislative Liaison briefed Jim Bush
 and Annette Smiley, HPSCI staff members, on distinctions between
 contract employees and independent contractors. The information
 passed to HPSCI staff members included statistics on how many
 contract employees and independent contractors the Agency has on
 board for each year from 1979 to 1983. Also included were the
 kinds of tasks performed and the benefits derived by the Agency
 and the individuals. We remain cautiously optimistic that all
 information has now been provided. The next action will be
 Jim Bush and/or Mike O'Neill (HPSCI staff member) sharing this
 information with Chairman Boland.

25X1
 WARNING NOTICE
 INTELLIGENCE SOURCES
 OR METHODS INVOLVED

S E C R E T

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d. There appears to be an agreement between OMB and appropriate congressional committees to devise an interim measure covering newly hired federal employees after 1 January 1984, as it pertains to retirement/Social Security deductions. Current thinking is that Social Security and Medicare will not exceed 8.0 percent paid by employees (5.4 percent Social Security, 1.3 percent Medicare, 1.3 percent Civil Service Retirement). A formal legislative proposal giving full details is expected to be introduced before the next holiday recess.

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g. In response to requests, communications support was provided to Secretary of State Shultz during his visit to San Salvador, Brasilia, and Rio de Janeiro, 24 - 27 October visit; Secretary of Defense Weinberger during his visit on 27 - 28 October to Ottawa, and during his 28 - 31 October visit to Bar Harbor, Maine; Secretary of the Treasury Regan during his visit to Riyadh and Kuwait on 24 - 27 October; Deputy Secretary of the Treasury R. T. McNamar and Deputy Assistant Secretary Tom Dawson in Brasilia on 24 - 26 October.

h. On 28 October cryptographic keying material was provided to the White House Communications Agency which used it to establish a secure voice link allowing the Governor General of Grenada to use our PRT-250 system to talk to the Secretary General of the United Nations. In that conversation the Governor General affirmed that he was the sole spokesman for the country, in effect dismissing the Grenadian ambassador to the U.N.

i. In response to the situation in the Caribbean area, two Office of Logistics (OL) officers have departed for Grenada. Their primary function will be to assist in establishing a support base on the island in conjunction with LA Division personnel already on site. During the weekend of 29/30 October, OL responded to an immediate requirement for tents, chairs, and

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lanterns for Grenada. These items were purchased, packed, and shipped in a 24-hour period.

j. On 27 October negotiations with Delta Data were conducted for an FY-1984 maintenance contract for Delta Data's Electronic Data CRT Terminals utilized by many offices throughout the Agency.

k. On 28 October, 18 students completed the first running of the New Analyst Course. All were direct hire analysts and, with one exception, had served less than three months in the Directorate of Intelligence. The Associate Deputy Director for Intelligence is scheduled to meet with the students to discuss the course. Generally, the students found the course to be highly relevant to their needs and were positive in their assessment of the effectiveness of the course.

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l. On 3 November representatives from the user, support, and training organizations from both the CIA and the Defense Intelligence Agency (DIA) will be briefed by the Mitre Corporation on how the SAFE Training Plan will be developed. Mitre is the contractor responsible for this task.

m. On 27 October the Director of Data Processing and other senior ODP personnel visited Wang Laboratories, Inc., in Lowell, Massachusetts, to discuss Wang's corporate strategic plans for multifunctional workstations, networking, and emerging office technologies. Information was exchanged with high interest and enthusiasm by both organizations, and follow-on meetings are planned.

n. Three special electronic units which may prove instrumental in the ongoing investigation of the tragic Beirut bombing were recently loaned to the U. S. Marine Corps by the Technical Security Division, Office of Security. The units are designed to activate radio frequency remote control transmitters. Based on information indicating that the Beirut incident was the result of remote control terrorist bombs, these units will be maintained in Beirut for the purpose of activating similar terrorist bombs that have been completed and stockpiled.

o. Members of the Information Technology Branch, Office of Information Services, attended a 3-day conference entitled Document-Based Optical Mass Memory Systems sponsored by the Institute for Graphic Communications at Airlie, Virginia. While the conference addressed several different types of mass storage systems, the main focus was on optical disk technology. The presentations and discussions indicated that while progress is being made with this technology, it will be two to five years before a system is commercially available.

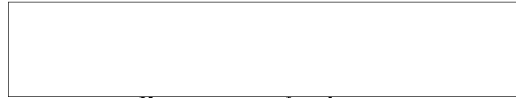
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3. Significant activities anticipated during the coming week:

None.

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Harry E. Fitzwater

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EO/DDA/[redacted] (November 4, 1983)